

Staff Summary Report



Council Meeting Date:

5/20/2010

Agenda Item Number: _____

SUBJECT: Request approval to award a one-year contract with one, one-year renewal option to American Locker for the supply and installation of coin-operated lockers at Kiwanis Recreation Center for the Parks and Recreation Department.

DOCUMENT NAME: 20100520fslg06 PURCHASES (1004-01)

COMMENTS: (RFP #10-069) The total amount of the contract shall not exceed \$90,000 during the initial one-year contract period.

PREPARED BY: Lisa Goodman, CPPB, Procurement Officer, 480-350-8533

REVIEWED BY: Michael Greene, C.P.M., Central Services Administrator, 480-350-8516
Mark Richwine, Parks and Recreation Manager, 480-350-5325

LEGAL REVIEW BY: David Park, Assistant City Attorney, 480-350-8907

DEPARTMENT REVIEW BY: Jerry Hart, CPA, Financial Services Manager, 480-350-8505

FISCAL NOTE: Sufficient funds have been appropriated in cost center 6303279 (Park Improvement/Recreation Capital Improvement Project Fund) for the anticipated expenditures during the current fiscal year.

RECOMMENDATION: Award the contract.

ADDITIONAL INFO: Background Information
The City of Tempe issued a Request for Proposal (RFP) to establish a contract for the supply and installation of coin-operated lockers at the Kiwanis Recreation Center. These rental lockers replace the coin-operated lockers originally installed in 1987 and used by customers to secure their personal belongings during their recreation visit. Locker rentals bring in an average of \$5,000 annually.

Evaluation Process
Seven responses were received and scored by a committee composed of Parks and Recreation and Procurement staff.

The scoring criteria included the following:

- Conformity or ability to exceed desired specifications
- Experience and expertise of firm
- References
- Cost
- Acceptance of terms and conditions and completeness of proposal

The committee scored the proposals as follows:

Firm	Cost of Lockers & Installation	Score
American Locker	\$67,722.00	127
Interstate Interior Systems	\$83,622.00	117.68
Southwest Hallowell	\$70,160.00	117.04
Norcon Industries, Inc.	\$86,973.20	116.8
Delaney & Brown, LLC	\$96,880.00	114.56
M Group Constructors LLC	\$81,972.00	110.12

Naumann/Hobbs Material		
Handling	\$109,630.00	107.28
M Group Constructors LLC	\$87,972.00	103.24

It is the recommendation of the committee to award a contract American Locker who submitted the most advantageous proposal to the City.